

Program C: Vital Records and Statistics

Program Authorization: R.S. 40:32 et seq., LA, R.S. 40:1299.80 et seq.

Program Description

The mission of the Vital Records and Statistics Program is to operate a centralized vital event registry and health data analysis office for the government and people of the State of Louisiana. The program collects, transcribes, compiles, analyzes, reports, preserves, amends, and issues vital records including birth, death, fetal death, abortion, marriage, and divorce certificates and is charged with operating the Louisiana Putative Father Registry, the Orleans Parish Marriage License Office, and with recording all adoptions, legitimations, and other judicial edicts that affect the state's vital records. This program also maintains the state's health statistics repository and publishes the Vital Statistics Reports and the Louisiana Health Report Card.

The goals of the Vital Records and Statistics Program are:

1. To facilitate the timely filing of high quality vital documents prepared by hospitals, physicians, coroners, funeral directors, Clerks of the Court, and others.
2. To provide responsive public services.
3. To analyze and disseminate health information in support of health and social planning efforts.
4. To maintain and operate the Louisiana Putative Father Registry.

The Vital Records Registry is the official repository for birth, death, fetal death, abortion, marriage and divorce records of the people of Louisiana. The State Center for Health Statistics is the primary governmental source of population based health information in Louisiana. The principal clients and users of program products are the people, institutions and government agencies of the State. Program services benefit clients enabling the conduct of a myriad of social and legal transactions that require vital event documents such as birth and death records.

The program also provides population based vital event and health information data that serves as the planning base for health assessment activities, health resources allocation and the targeting of health intervention projects or programs. The major activities of this program include Vital Records Registry and State Center for Health Statistics.

RESOURCE ALLOCATION FOR THE PROGRAM

	ACTUAL 2000-2001	ACT 12 2001-2002	EXISTING 2001-2002	CONTINUATION 2002-2003	RECOMMENDED 2002-2003	RECOMMENDED OVER/(UNDER) EXISTING
MEANS OF FINANCING:						
STATE GENERAL FUND (Direct)	\$1,016,425	\$340,997	\$340,997	\$352,676	\$290,454	(\$50,543)
STATE GENERAL FUND BY:						
Interagency Transfers	24,463	0	0	0	0	0
Fees & Self-gen. Revenues	1,874,281	2,459,692	2,459,692	2,753,453	2,601,031	141,339
Statutory Dedications	0	0	0	9,586	0	0
Interim Emergency Board	0	0	0	0	0	0
FEDERAL FUNDS	105,052	287,038	287,038	435,621	362,015	74,977
TOTAL MEANS OF FINANCING	\$3,020,221	\$3,087,727	\$3,087,727	\$3,551,336	\$3,253,500	\$165,773
EXPENDITURES & REQUEST:						
Salaries	\$1,612,143	\$1,814,046	\$1,604,723	\$1,648,054	\$1,682,481	\$77,758
Other Compensation	91,192	213,140	0	0	0	0
Related Benefits	289,766	354,190	336,632	736,892	480,559	143,927
Total Operating Expenses	746,863	289,673	670,210	627,808	545,403	(124,807)
Professional Services	0	45,000	45,000	46,080	45,000	0
Total Other Charges	259,047	321,678	381,562	425,548	481,188	99,626
Total Acq. & Major Repairs	21,210	50,000	49,600	66,954	18,869	(30,731)
TOTAL EXPENDITURES AND REQUEST	\$3,020,221	\$3,087,727	\$3,087,727	\$3,551,336	\$3,253,500	\$165,773
AUTHORIZED FULL-TIME						
EQUIVALENTS: Classified	78	70	70	70	70	0
Unclassified	0	1	1	1	1	0
TOTAL	78	71	71	71	71	0

SOURCE OF FUNDING

This program is funded with State General Fund, Fees and Self-generated Revenues, and Federal Funds. Fees and Self-generated Revenues are comprised of fees for the provision of certified copies of Vital Records. The fees range from \$5 to \$15 depending upon the type of record provided. Federal sources of funding are grants awarded as part of cooperative agreements to provide statistical data to the federal government.

MAJOR FINANCIAL CHANGES

GENERAL FUND	TOTAL	T.O.	DESCRIPTION
\$340,997	\$3,087,727	71	ACT 12 FISCAL YEAR 2001-2002
			BA-7 TRANSACTIONS:
\$0	\$0	0	None
\$340,997	\$3,087,727	71	EXISTING OPERATING BUDGET - December 20, 2001
\$3,102	\$29,035	0	Annualization of FY 2001-2002 Classified State Employees Merit Increase
\$2,453	\$22,962	0	Classified State Employees Merit Increases for FY 2002-2003
(\$1,546)	(\$14,002)	0	Risk Management Adjustment
\$0	\$18,869	0	Acquisitions and Major Repairs
(\$49,600)	(\$49,600)	0	Non-Recurring Acquisitions and Major Repairs
\$7,848	\$73,463	0	Salary Base Adjustment
(\$8,725)	(\$81,672)	0	Attrition Adjustment
\$0	\$180,793	0	Group Insurance Adjustment
(\$4,075)	(\$4,075)	0	Other Adjustments - Reduces travel to averages
\$0	(\$10,000)	0	Other Adjustments - Decrease in Interagency Transfers from Department of Social Services to Office of Public Health (OPH) for copies of birth certificates
\$290,454	\$3,253,500	71	TOTAL RECOMMENDED
\$0	\$0	0	LESS GOVERNOR'S SUPPLEMENTARY RECOMMENDATIONS
\$290,454	\$3,253,500	71	BASE EXECUTIVE BUDGET FISCAL YEAR 2002-2003
			SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE:
\$0	\$0	0	None
\$0	\$0	0	TOTAL SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE
\$290,454	\$3,253,500	71	GRAND TOTAL RECOMMENDED

PROFESSIONAL SERVICES

\$45,000 Prepare and microfilm all birth, death, fetal death and Orleans marriage records. All records must be preserved on microfilm for use in daily work and as a backup should the original vital records be destroyed.

\$45,000 TOTAL PROFESSIONAL SERVICES

OTHER CHARGES

\$197,500 Key punch Operators to enter death and some birth information into a complex electronic system
\$5,000 Data entry services for keying backlogged death and marriage records

\$202,500 SUB-TOTAL OTHER CHARGES

Interagency Transfers:

\$8,800 Printing of annual report for 1998 and 1999 from the LSU Print Shop
\$164,062 Maintenance and minor repairs to property and non-automotive equipment from the Division of Administration
\$6,200 Office supplies such as pens, paper, paper clips, etc. needed for routine operation from the Department of Social Services Warehouse
\$43,626 Premiums for 'Office of Risk Management and operating services
\$56,000 Office of Telecommunications for operating services

\$278,688 SUB-TOTAL INTERAGENCY TRANSFERS

\$481,188 TOTAL OTHER CHARGES

ACQUISITIONS AND MAJOR REPAIRS

\$18,869 Recommended level of funding for the replacement and repairs of obsolete, inoperable or damaged equipment and buildings

\$18,869 TOTAL ACQUISITIONS AND MAJOR REPAIRS